



OUR LADY & ST JOHN CATHOLIC COLLEGE

Job Description

Post Title:	MFL Teacher
Status:	the post holder is accountable to the Head of MFL
Working Time:	The post holder must be available for work as outlined in the School Teachers' Pay and Conditions Document
Purpose:	<p>The post holder is required to meet the conditions laid out in the School Teachers' Pay and Conditions document and the Guidance on School Teachers' Pay and Conditions, particularly in the below areas:</p> <ul style="list-style-type: none"> • Professional Responsibilities • Health, Safety and Well-being of pupils • Professional Development • Communication • Working Time
Professional Responsibilities:	<p>The post holder will be required to exercise his/her professional skills and judgement to carry out, in a collaborative manner, the professional duties set out below:</p> <ul style="list-style-type: none"> • Deal with young people in a manner which is conducive to the school mission statement and contribute to the well-being and development of the pupils and the school • To assist in establishing and maintaining high standards of work and behaviour • To take advice and direction from and give support to Head of MFL in a manner which enables him/her to carry out their role effectively • Attend departmental and other meetings as requested by Head of Humanities. Make a contribution to departmental curricular and extra-curricular activities • To keep abreast of current developments and new teaching approaches, and where necessary, to attend relevant in-service courses
Quality Assurance	<ul style="list-style-type: none"> • Participate in arrangements for their own further training and professional development
Management Information	<ul style="list-style-type: none"> • To ensure the continued delivery of high-quality Teaching and Learning • To exercise professional skills and judgement • To impact on the educational progress of pupils
Communications	<ul style="list-style-type: none"> • To ensure effective communication as appropriate with the parents of students
Teaching	<ul style="list-style-type: none"> • You are required to carry out the statutory duties of a school teacher as set out in your contract
Additional Duties	The post holder will support the distinctive Catholic mission and ethos of the

NOTE: The post holder must carry out their duties with full regard to the school's policies and in particular, Equal Opportunities, Health and Safety *and Code of Conduct* policies.

The details contained in this job description reflect the content of the job at the date it was prepared. It should be remembered however, that it is inevitable that over time, the nature of individual jobs will change, existing duties may no longer be required and other duties may be gained without changing the general nature of the duties or the level of responsibility entailed. Consequently, the school will expect to revise this job description from time to time and will consult with the post holder at the appropriate time.